

OFFICE OF THE DDI

File: MAB

DATE: 18 April 69

Mr. Proctor
TO: Mr. Smith

FROM:

SUBJECT: Agency Management Advisory Group
(MAG)

REMARKS:

Colonel White informs us that the Director has asked that we promptly establish an advisory group of relatively junior employees to work with top management. This was initially called the "Six O'Clock Group." It will, in the future, be referred to as the Management Advisory Group (MAG).

Each Directorate is asked to nominate three participants no later than 5 May. It is contemplated that the Group will begin meeting every two weeks in early June.

** At the Executive Council meeting on 18 April, Mr. Proctor distributed copies of Colonel White's memorandum on the MAG and asked that each Office submit names of three candidates to DDI Admin by 28 April.

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MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Plans
Deputy Director for Support
Deputy Director for Science & Technology

SUBJECT : Management Advisory Group (MAG)

1. I have reviewed with the Director the essence of our discussions over the past few weeks on the merits of the "Six O'Clock Group," which we will refer to in the future as the Management Advisory Group (MAG). The Director asked that we take prompt steps to establish the MAG.

2. The purposes of MAG will be substantially those which we discussed, namely:

-- To provide new opportunities for a dialogue between existing management and promising, responsible CIA officers.

-- To expose middle-grade officers to Agency capabilities, problems, limitations, and dynamics.

-- To render an advisory service to management by identifying issues and problems, or commenting upon those already identified by management, with respect to Agency long-range planning and short-range plans, programs, and actions.

-- To provide vertical communication outside (but not in violation of) formal channels.

3. The immediate task is for you to nominate participants. I would like to receive your nominations no later than 5 May since I would hope that we could have our first session sometime in early June. In forwarding the names of your nominees, please indicate their grade, age, and current position. Also indicate whether you have chosen them to serve an initial period of six months or a full-year tour. In selecting your three (3) participants, please conform

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Excluded from automatic
downgrading and
declassification

with the following criteria:

- a. One participant will be selected from each of the following age brackets: 30-35; 36-40; 41-45.
 - b. Participants should be selected from officers in Grades 12-16, preferably with none from your Directorate having the same grade.
 - c. Each should possess a recent pattern of Fitness Report evaluations of at least Strong and preferably Outstanding. It would be advantageous for participants to have attended the Midcareer Course or to have had some comparable experience of Agency orientation.
 - d. No participant will be an Executive Assistant of the DCI, DDCI, Executive Director, or a Deputy Director in that these individuals have adequate opportunities to convey views to management.
 - e. Officers should be selected who can serve a one-year tour. However, in order to provide continuity one officer from each Directorate and the DCI area will be designated to initially serve only a six-month tour.
4. I have alerted the Director of Security to process promptly the appropriate Codeword clearances for each participant. In forwarding the data on each nominee, please indicate active security clearance held by each.
5. Our current thinking is that at the outset MAG will meet bi-weekly. After an initial shakedown and get-acquainted period, the MAG participants may elect to meet on a monthly basis.
6. I think we are all in agreement that the effectiveness of MAG will be a direct function of the interest and dedication of the participants. I urge you to select those who not only can make a substantial contribution and have a genuine concern for improving the continued good health of the Agency, but who are also willing to devote a substantial number of extra hours to this endeavor.

[Redacted Signature]

L. K. White

Executive Director-Comptroller

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